



12 SEP 1979

MEMORANDUM FOR: Administrative Officer, DCI
Chief, Administrative Staff, NFAC
Chief, Administrative Staff, DDS&T
Special Support Assistant to the DDA
Executive Officer to the DDA

FROM: James H. McDonald
Director of Logistics

SUBJECT: Regulation on Federal Employee Parking

1. Reference is made to our meeting of 4 September on the new regulation promulgated by OMB and GSA concerning Federal employee parking. At that time we provided each of you a copy of OMB Circular No. A-118, dated 13 August 1979, and a draft of the proposed GSA Federal Property Management Regulation (FPMR) which covers the implementation of the parking program. We noted in that meeting that we expected momentarily (GSA was to publish by 20 August) to receive the final GSA FPMR and the applicable parking rates for all of our facilities. Unfortunately, we have not received either as of this date, and time grows short with respect to the 1 November implementation date. In order to preclude further delays, there are certain planning efforts that can be accomplished which each of you may be of great help to us in the Office of Logistics.

2. Paragraph 5 of the OMB circular provides for certain exemptions from parking fees. One of these exemptions, paragraph 5a, has to do with shift work and weekend duty. It will be necessary for us to identify employees by name, serial number, and building location who may qualify for such exemption. Paragraph 5a of the OMB circular defines employees who are considered shift workers; however, the definition is not all that precise and is subject to some interpretation. In discussions with GSA, it is their opinion that employees whose shift (including rotating shift) is during the regular working hours of the Agency

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shall not be exempt from parking fees. However, we believe that if an employee working such a shift regularly or periodically rotates to a "swing" or "midnight" shift, he or she may qualify for an exemption. There may be other work circumstances that preclude use of carpools or public transportation and may be exempt. In view of this, we suggest that each group of shift workers be identified by component or function, building location, and that a description of their work schedule or their work practices be provided.

3. Also exempt are those handicapped employees who drive a vehicle which has been especially equipped for commuting as set forth in paragraph 5i of the OMB circular. In a similar manner, it will be necessary to identify individuals, employee serial numbers, and building locations for all who may qualify for this exemption.

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[Redacted Signature]

James H. McDonald

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